

# **Champaign County Sheriff's Merit Commission**

Monday, January 31, 2022 @ 10:00 a.m.

Sheriff's Conference Room – Champaign County Sheriff's Office

ANNUAL MEETING

204 E. Main Street, Urbana, Illinois 61801

CHAIR: Michael Kirby

MEMBERS: Oliver J. Clark; Cindy Cunningham

## **AGENDA ITEM**

I Call to Order

II Approval of Minutes – September 13, 2021

III Public Participation

IV Action Items

- Election of new Merit Commission Officers
- Certify Sergeant/Lieutenant Corrections applicants
- Discussion regarding lowering the video score to 75 (current score is 80) on Corrections NTN applicants

V Other Business

VI Adjournment

Champaign Co. Sheriff's Merit Commission  
204 E. Main Street  
Urbana, IL 61801-2702  
217-384-1205

Kyle Patterson  
County Board Chair  
Darlene Kloeppe  
County Executive

**CHAMPAIGN COUNTY SHERIFF'S MERIT COMMISSION**  
**Monday, September 13, 2021 - Sheriff's Conference Room**  
**204 E. Main Street, Urbana**

**MEMBERS PRESENT:** Michael Kirby, Oliver J. Clark, Cindy Cunningham  
**OTHERS PRESENT:** Sheriff Heuerman

**CALL TO ORDER**

Chair Kirby called the meeting to order at 8:40 a.m., declaring a quorum present, the Chair proceeded with the meeting.

**APPROVAL OF MINUTES**

Chair Kirby made a motion to approve the minutes from the July 10, 2020 meeting; seconded by Commissioner Cunningham. Motion passed.

**PUBLIC PARTICIPATION**

Sheriff Heuerman checked the lobby of the Sheriff's Office - there was no public participation.

**ACTION ITEMS/DISCUSSION**

The meeting started with Sheriff Heuerman requesting the Commission to certify the list of applicants for the position of Law Enforcement Sergeant. Eleven applicants submitted their resumes. Commissioner Cunningham made a motion to certify the list, seconded by Chair Kirby. Motion passed. The list will be current through September 13, 2023.

The Sheriff advised the Commission how we have been using the current Law Enforcement National Testing Network (NTN) list for Correctional Officer applicants due to the fact we are in crisis mode with staffing. As of this date, we have 8 open Correctional Officer positions and only 13 applicants on the current list. Sheriff Heuerman requested that the Merit Commission continue to suspend the rules so we can continue getting CO applicants from the law enforcement list through June 30, 2022. Sheriff advised the group the jail staff has been stressed with all the vacant positions so this should help with hiring.

Chair Kirby moved to continue to use the law enforcement NTN list for CO applicants as proposed by CCSO and Sheriff Heuerman, seconded by Commissioner Cunningham. Motion passed.

**OTHER BUSINESS**

Secretary Schleinzi advised the next meeting would be in 2022 (COVID permitting). Commissioner Clark advised the commission he would not be traveling this winter and would be available for any meetings.

**ADJOURNMENT**

Motion to adjourn the meeting by Commissioner Cunningham; seconded by Commissioner Clark. The meeting adjourned at 8:50 a.m.

Respectfully submitted,  
*Teresa Schleinzi*  
Teresa Schleinzi/Merit Commission